

## ACCIDENT AND INCIDENT REPORTING

### Introduction

The BGA accident and incident reporting system helps to reduce the risk in gliding by ensuring that relevant information is reported, collected, analysed and acted upon. The sole objective is the prevention of accidents and incidents, without attribution of blame or liability.

### **FATAL AND SERIOUS INJURIES AND SUBSTANTIAL DAMAGE**

After an accident involving fatal or serious injury or substantial damage (requires workshop rectification) to a glider, tug, or motor glider, it is a legal requirement that the **Air Accident Investigation Branch (AAIB)** be informed immediately by telephone to **01252 512299**. In cases of fatal or serious injury or material third party damage, the local **Police** must also be informed.

**In such circumstances, the aircraft may not be moved without the permission of the AAIB except for the purpose of rescue.**

### BGA accident reporting

The full BGA accident/incident reporting requirements are published in  
**<https://members.gliding.co.uk/bga-safety-management>**.

All accidents must be reported to the BGA by email to **office@gliding.co.uk** or telephone to **0116 289 2956**. An accident form with the available information must be emailed within 24 hours, or sent by post if email is not available.

Further details, including a commentary from the club CFI and the report of any club investigation, must be sent to the BGA as soon as practicable.

### Accident/incident report forms

There are two versions. The Word form is designed for typing into boxes which will expand as required; the 'tab' key will move from one box to the next; 'shift-tab' moves backwards. Pictures can be pasted into the 'Any further details' section or added at the end of the form. This form can then be sent by email to the BGA office. The PDF form can be printed and completed by hand. Please use the Word form if email is available.

Please complete all relevant entries and include any other pertinent details either within the form or as email attachments. If two aircraft are involved, please complete two forms.

### Incidents

All serious incidents and all incidents with safety implications beyond the originating club should be reported to the BGA. Incidents are unusual events which take place in connection with the aviation activities of the club, but with no injury to persons and no damage to aircraft or property.

The form should be sent to the BGA as soon as practicable, having completed the 'description of occurrence' and any other entries that are relevant.

### Instructing accidents

Following an accident whilst flying or instructing in sailplanes or TMGs, an instructor must not continue instructing until the circumstances of the accident have been determined. This is not intended to be a sanction for the individual but to protect all concerned from possible delayed effects of the accident, and from recurrence of similar circumstances. The return to instructing will be supported by the CFI liaising with the SRE.

### Engineering/maintenance occurrences

All engineering/maintenance occurrences with safety implications should be reported to the BGA as soon as practicable using this form and including the Date and Description of Occurrence, the Aircraft Type, Registration and Owner, and the Reporter's Name and Contact Details.

# ACCIDENT/INCIDENT REPORT

BGA use

Reference:

## ACCIDENT/INCIDENT INFORMATION

Date:	Time:	Reporting club:	Accident location:
Object of flight:		Launch type:	Launch site:
Visibility: km	Wind: from	° / speed kt, gusts kt	Cloud: cover /8ths, base ft
Description of occurrence:			

## PILOTS/PASSENGERS/THIRD PARTIES

1st pilot (P1) name:	Age:	Capacity: P1	Instructor? Yes <input type="checkbox"/> No <input type="checkbox"/>
Home club:	Injuries: None <input type="checkbox"/> Minor <input type="checkbox"/> Serious <input type="checkbox"/> Fatal <input type="checkbox"/>		
Description of injuries:			

P2/3 <sup>rd</sup> party name:	Age:	Capacity:	Instructor? Yes <input type="checkbox"/> No <input type="checkbox"/>
Home club:	Injuries: None <input type="checkbox"/> Minor <input type="checkbox"/> Serious <input type="checkbox"/> Fatal <input type="checkbox"/>		
Description of injuries:			

FLYING EXPERIENCE	total as P1		previous 12 months		total instructing		previous 12 months	
	hours	flights	hours	flights	hours	flights	hours	flights
1st pilot								
2nd pilot								

1ST PILOT	(INSTRUCTORS ONLY)
Gliding certificates held:	Rating held:
Date of previous solo flight:	Date last revalidated: by
Date of last dual check:	Date of instructors course: run by
Date of last launch failure/practice:	Date of completion course: run by
Date of last field landing check:	Medical type: expiry date:
Date of first solo:	Launches to solo:
Where trained:	
Has 1st pilot had previous accident? Yes <input type="checkbox"/> No <input type="checkbox"/> Details:	

## AIRCRAFT

Type:	BGA No:	G-Reg:
Owner:	Energy-absorbing seat cushions fitted? Yes <input type="checkbox"/> No <input type="checkbox"/>	
	Damage: None <input type="checkbox"/> Minor <input type="checkbox"/> Substantial <input type="checkbox"/> Destroyed <input type="checkbox"/>	
Description of damage:		

## REPORTING STATUS

AAIB informed: Yes <input type="checkbox"/> No <input type="checkbox"/> Time:	Date: (01252 512299; <a href="mailto:aaib@aaib.gov.uk">email</a> )
Initial report to BGA Office: Time:	Date: (0116 289 2956; <a href="mailto:office@gliding.co.uk">email</a> )
Reported by:	Tel Nos.:
Club responsibility:	Email:

Pilot/witness statements Enclosed <input type="checkbox"/> To follow <input type="checkbox"/>	Maps, diagrams, photos Enclosed <input type="checkbox"/> To follow <input type="checkbox"/>
Copy of last two pages of 1st pilot's logbook Enclosed <input type="checkbox"/> To follow <input type="checkbox"/>	Logger data Enclosed <input type="checkbox"/> To follow <input type="checkbox"/>
Investigator/CFI's report, analysis, conclusions Enclosed <input type="checkbox"/> To follow <input type="checkbox"/>	

Club action to prevent recurrence:
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Any further details:
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